Office Memorandum · UNITED STATES GOVERNMENT

TO   : Chief Instructors, Intelligence School   DATE: 12 February 1957

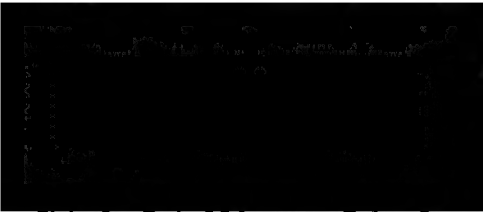FROM   : Acting Chief, Intelligence School

SUBJECT: Request for Data for IBM Record Cards

      1. The attached 1½ x 2 foot chart has been left by Mr. Webb with the Intelligence School for checking and completion.

      2. The following information is requested:

        a. The month and year the course title was assigned (insert in red pencil on left side of chart)

        b. The beginning and ending dates that the previous course titles were used (insert in red pencil on right side of chart)

        c. Names, present or previous, of other courses not shown on the chart.

      3. Since the information is desired by 19 February, will you please check over your courses and send on the material as quickly as possible.

25X1A

Acting Chief, Intelligence School

JOB NO._____ BOX NO.___ FLD NO.___ DOC. NO. 3 NO CHANGE
IN CLASS ☒ DECLASS/ /CLASS CHANGED TO: TS S CLRET. JUST 22
NEXT REV DATE 10 REV DATE 7/1/80 RE REVIEWER 029725 TYPE DOC. 02
NO. PGS 9 CREATION DATE___ ORG COMP 11 OPI 11 ORG CLASS 5
REV CLASS C REV COORD._____ AUTH: HR 70-3

ROUTING AND RECORD SHEET

INSTRUCTIONS: Officer designations should be used in the "TO" column. Under each comment a line should be drawn across sheet and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insufficient) before further routing. This Routing and Record Sheet should be returned to Registry.

FROM:
Acting Chief, Intelligence School
2009 R & S

TELEPHONE NO. 3832

DATE 12 February 1957

25X1A TO	ROOM NO.	DATE REC'D	DATE FWD'D	OFFICER'S INITIALS	TELEPHONE	COMMENTS
■■■		12 Feb	13 Feb	*Caf*		1-9. Data attached on separate memo.
■■■		12 Feb		*Jr*		
■■■		14th	15th	*Jah*		3-9 See attached memo
■■■						5 - I will endeavor to check my records to determine when the courses ran under other titles, and I'll submit that report to you by 18 Feb. —mah.
■■■	2300 Alcott	15 Feb	15 Feb	*mah*		
■■■	2404 Alcott	15 Fi	18 Fi	*tc*		
■■■	149 ■	18 Feb	18 Feb	*tcx*		7- Data _____ _____ a. _____
■■■	117 Central			25X1A		
9. AC/IS	2011 R&S					Suspense: 19 February 1957
10.						
11.						
12.			•			
13.						
14.						
15.						